



Proponent Questions and CMHC Responses (Q&As)

RFP 002697 – Travel Management Services

Date: March 4, 2024

Q&A 1

Q&A TABLE

No.	Proponent's Question	CMHC Response
1	Would CMHC be open to using [Travel Management Company] TMC's legal contract template vs. Appendix D?	<p>No. In accordance with Section 1.4 Type of Contract for Deliverables:</p> <p>“The terms and conditions found in the Form of Agreement, or “Draft Agreement”(APPENDIX D) are to form the basis for the agreement between CMHC and the selected Proponent.”</p> <p>“The Proponent may propose changes (additions or deletions) to the Draft Agreement, which must be identified in Proponent's proposal, and will be, at CMHC's sole discretion, either accepted or rejected.”</p> <p>“The Proponent's proposal and all associated correspondence from the Proponent, where relevant, shall to the extent desired by CMHC, also form part of the resulting Agreement.”</p>
2	Can you please itemize what was modified from the RFP #002070?	<p>The material modifications to the requirements are the following were amended from Mandatory Criteria to Rated Criteria:</p> <ul style="list-style-type: none"> - Rated Criteria No. 4 The Proponent and its employees providing the services to CMHC must have GoC Reliability Status level security clearance including its physical facilities with access control restrictions to CMHC data, or agree to have this in place before the CMHC contract is awarded.



		<ul style="list-style-type: none"> - Rated Criteria No. 5 All CMHC data while at rest or in transit must be encrypted and reside in Canada at all times. Data residency in Canada is not mandatory for regular business communication that does not include sensitive and/or protected or secret information (including personal information). - Rated Criteria No. 6 Provide evidence of the date of last Threat and Risk Assessment (TRA) and Network Vulnerability Assessment (NVA) conducted on the Proponent’s technology and infrastructure. The TRA and NVA Assessments must have been done within the last 12 months. <p>Additionally, the following NEW requirement was added to the Mandatory Criteria:</p> <ul style="list-style-type: none"> - No 6. Provide Climate initiatives, Carbon Offsetting or Budgeting program options, Greenhouse Gas reporting and visual guide option via online booking tool.
3	<p>Are we correct to identify that the only changes to the previous RFP # 002070 is that some of your original mandatory criteria are now rated criteria?</p>	<p>Refer to the above response to Question No. 2.</p>